



UNITED STATES MARINE CORPS  
MARINE CORPS LOGISTICS BASE  
ALBANY, GEORGIA 31704-5000

BO 5060.17B  
205  
4 Nov 96

BASE ORDER 5060.17B

From: Commanding General  
To: Distribution List

Subj: MEMORIAL HONORS

Ref: (a) MCO P3040.4C  
(b) NAVMC 2691, Chapter 19  
(c) Marine Corps Manual, 1980, par 2919.3  
(d) BO P5500.1J

Encl: (1) Support Requirements  
(2) Map of Area Covered  
(3) Information Required for Funeral Arrangements  
(4) After Action Report of Funeral Detail

1. Purpose. To publish policy concerning Memorial Services Honors provided by this Command in the Southwest Georgia area.

2. Cancellation. BO 5060.17A.

3. Information

a. Per reference (a), this Command shall furnish, when practicable and upon request, military honors for the funeral of any member of the Marine Corps or Marine Corps Reserve whether active, inactive or retired at time of death. These honors will be provided when the required complement can be furnished without serious detriment to the functioning of this Command and when no expense to the government, other than government transportation, is involved. The use of available government transportation is authorized when the place of burial is accessible and within a radius of 100 miles.

b. Subject to the limitations above, this Command will also furnish military honors for the funeral of any former Marine whose last service was honorable, provided the personnel required to render such honors cannot be assembled by local veterans or patriotic organizations. Medal of Honor recipients will receive the same services as an active duty service member.

c. Requests for color guard or military representation for memorial services will be honored when personnel and facilities permit.

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d. The above policies apply to eligible deceased members and former members of other military services when an activity of the deceased's service is not located within a reasonable distance from the place of burial.

e. When it is impractical to furnish honors for deceased active duty or retired Marines, every attempt to arrange for another military activity near the place of burial to furnish the required honors will be made, as per reference (b). If such arrangements are not possible, this Command will suggest to the next of kin the use of a local veteran or patriotic organization to render the honors and will offer assistance in securing their aid. If the interment or memorial service is to be held at a location remote from the activity to which the request for military honors has been made and another Marine Corps activity is nearer the place the service is to be held, this Command will immediately notify the appropriate Marine Corps District Director and request that another activity be assigned to render honors. In the event appropriate arrangements cannot be made, instructions will be requested via telephonic message from the Commandant of the Marine Corps (MHP-10).

f. When this Command is unable to comply with a request for military honors which is felt to deserve special consideration, or when the circumstances of death are so grossly discreditable as to make it inappropriate to render military honors, the Commandant of the Marine Corps (MHP-10) will be advised via telephonic message, giving a full report of the circumstances together with recommended action.

#### 4. Action

a. Commanding Officer, Headquarters Battalion. Be responsible for the coordination, training and commitment of all elements of the honors detail as per references (a) through (d) and enclosures (1) through (3).

b. Director, Facilities and Services Division. Provide the necessary transportation.

c. Division Directors. Provide the necessary Marines for funeral details.

d. Officer of the Day. Upon notification of a funeral requirement by the next of kin or funeral home director, the 6th Marine Corps District will be notified of the requirement. During weekends or holidays, the Officer of the Day will acquire from the caller the detailed information pertaining to the deceased as listed in enclosure (3). The Officer of the Day will not commit this Command to partake in any Memorial Honors, however the Officer of the Day will furnish the information collected to one of the below listed personnel in order of notification:



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Billet

Special Event Unit NCOIC

HQBN Operations Chief

HQBN Operations Officer

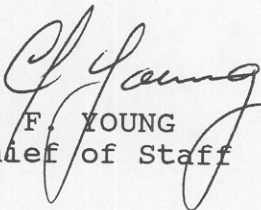
Telephone Number

See Recall Roster

See Recall Roster

See Recall Roster

5. Applicability. This Order is not applicable to the Blount Island Command.

  
C. F. YOUNG  
Chief of Staff

DISTRIBUTION: B

SUPPORT REQUIREMENTS

1. The following will be observed as minimum support requirements when requested by the next of kin, as resources permit.

a. For a member who dies while on active duty or a Medal of Honor holder, there shall be:

(1) Pallbearers.

(2) A firing party (may be augmented by pallbearers).

(3) A bugler (or substitute, such as a civilian musician or tape recording when a military bugler is not available).

(4) An officer in charge or a noncommissioned officer in charge (depending on the grade of the deceased).

(5) A chaplain.

b. For a retired member drawing pay, a member of the Ready Reserve Forces (including Fleet Reserves), or a member of the Reserves who had 20 years satisfactory military service for retirement and had not reached the age of 60, there shall be:

(1) The same support as prescribed for active duty personnel, if available.

(2) If support described above is not available, a representative of the Marine Corps, officer or enlisted depending on the status of the decedent, will represent the military service at the funeral and present the flag to the recipient.

c. For a veteran whose last military service was honorable, a representative of the Marine Corps, whenever possible, will attend and will be an officer or enlisted member depending on the status of the decedent. The officer or enlisted member will represent the military service at the funeral and present the flag to the designated recipient. It is emphasized that if resources permit, more substantive honors should be provided although not to exceed those established for active duty members or Medal of Honor holders.

d. To be accepted, requests for funeral support must be received in sufficient time to plan properly, prepare and transport the funeral detail to the interment site.

e. Limitations which may preclude the furnishing of funeral support are:

ENCLOSURE (1)



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(1) Trained personnel or equipment is not available.

(2) The detail will be absent from duty for more than 1 day.  
(See paragraph 1f below.)

(3) Additional cost to the government will exceed the cost included in the use of available transportation. (See paragraph 1f below.)

(4) The interment site is more than 100 statute miles from the installation. (See paragraph 1f below.)

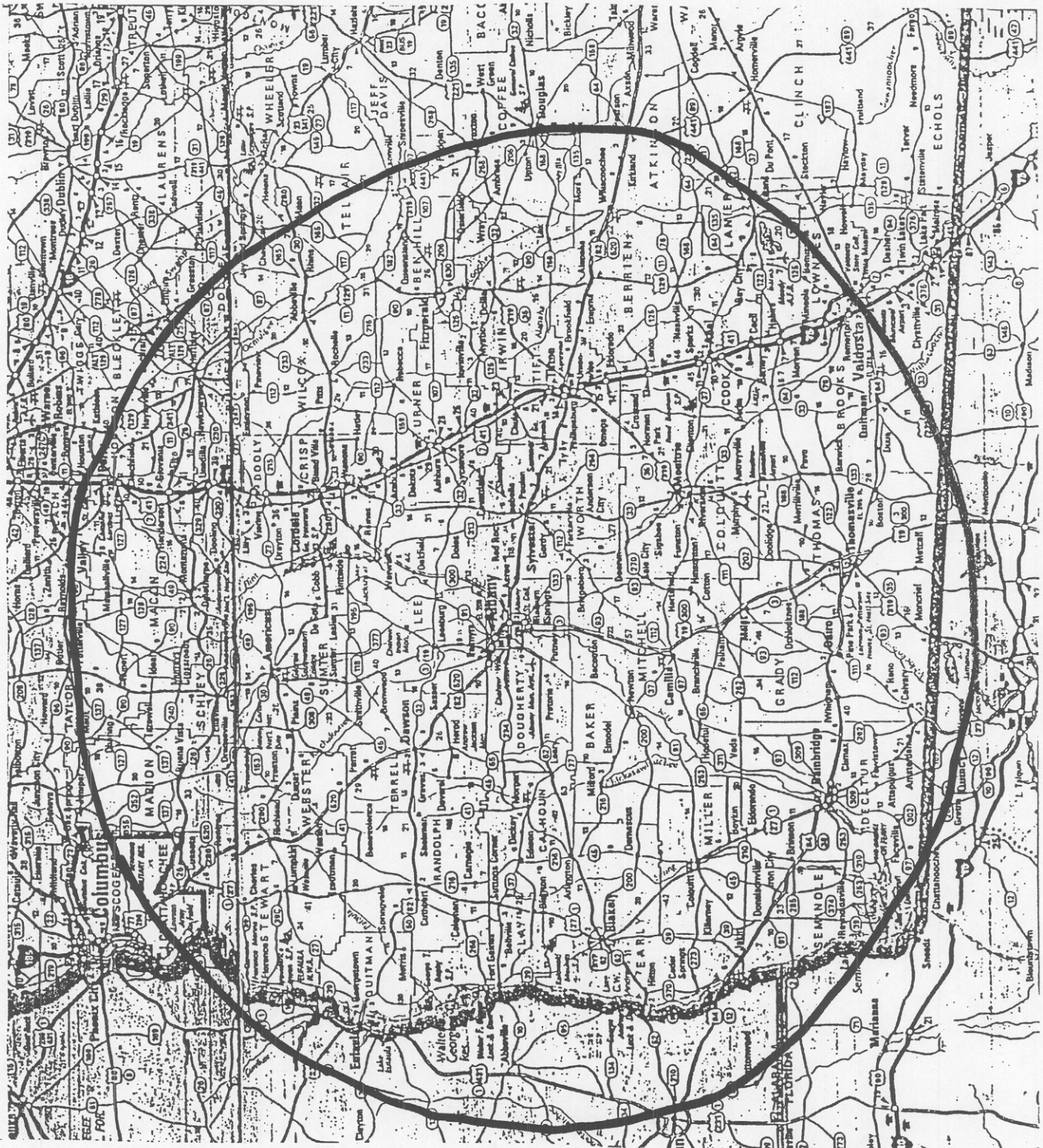
(5) When it is impractical to furnish honors for deceased active duty or retired Marines, this Command shall make every attempt to arrange for another military activity near the place of burial to furnish the required honors. If such arrangements are not possible, this Command will suggest to the next of kin the use of a local veteran or patriotic organization to render the honors and will offer assistance in securing their aid. If the interment or memorial service is to be held at a location remote from the Marine Corps Logistics Base and another Marine Corps activity is nearer the place the service is to be held, this Command will immediately notify the appropriate Marine Corps District Director and request that another activity be assigned to render honors. In the event appropriate arrangements cannot be made, instructions will be requested by message from the Commandant of the Marine Corps (MHP-10).

(6) When this Command is unable to comply with a request for military honors which is felt to deserve special consideration, or when the circumstances of death are so grossly discreditable as to make it inappropriate to render military honors, the Commandant of the Marine Corps (MHP-10) will be advised by telephonic message; giving a full report of the circumstances together with recommended action.

f. The provisions of paragraphs 1e(2), (3) and (4) do not apply to a member who dies while on active duty or is a Medal of Honor holder.

ENCLOSURE (1)

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MAP OF AREA COVERED

ENCLOSURE (2)



DATE: \_\_\_\_\_

CALL RECEIVED BY: \_\_\_\_\_

BUGLER ( )                      FIRING SQUAD ( )                      PALLBEARERS ( )                      CHAPLAIN ( )

LOCATION: \_\_\_\_\_ DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

(Period of Service)	(Type of Discharge)	(How Deceased)

ASSISTANCE EQUIPMENT

VFW: \_\_\_\_\_

OTHER SERVICES: \_\_\_\_\_

AMERICAN LEGION: \_\_\_\_\_

DATE

TIME

CHAPLAIN: \_\_\_\_\_

PHONE, P/U: \_\_\_\_\_

COMPANIES: \_\_\_\_\_

ARMORY: \_\_\_\_\_

MESS HALL: \_\_\_\_\_

AMMO/KEY: \_\_\_\_\_

MOTOR TRANSPORT: \_\_\_\_\_

BUGLER: \_\_\_\_\_

REMARKS: \_\_\_\_\_

1

AFTER ACTION REPORT OF  
FUNERAL DETAIL

LOCATION: \_\_\_\_\_ DATE: \_\_\_\_\_

TIME OF CEREMONY: \_\_\_\_\_ TIME DEPARTED: \_\_\_\_\_ TIME RETURNED: \_\_\_\_\_

BUGLERS ( ) Firing Squad ( ) Pallbearers ( ) Chaplain ( )

NCOIC OF DETAIL: \_\_\_\_\_ COMPANY: \_\_\_\_\_ WK. PHONE NO: \_\_\_\_\_

TYPE OF TRANSPORTATION: \_\_\_\_\_ ADEQUATE ? : \_\_\_\_\_ ON TIME ? : \_\_\_\_\_

RESULTS OF INSPECTION PRIOR TO DEPARTURE: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

INSPECTED BY: \_\_\_\_\_

NCOIC REMARKS: \_\_\_\_\_

**SAMPLE**

PARTICIPANTS:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

ENCLOSURE (4)